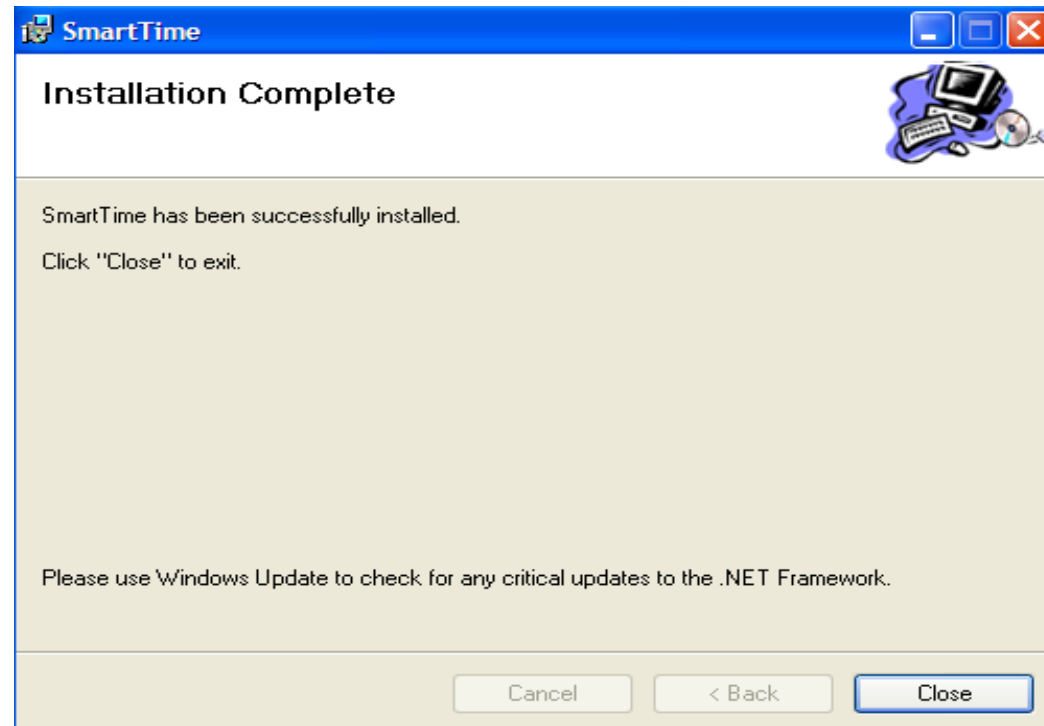


Smart Time quick guide installation

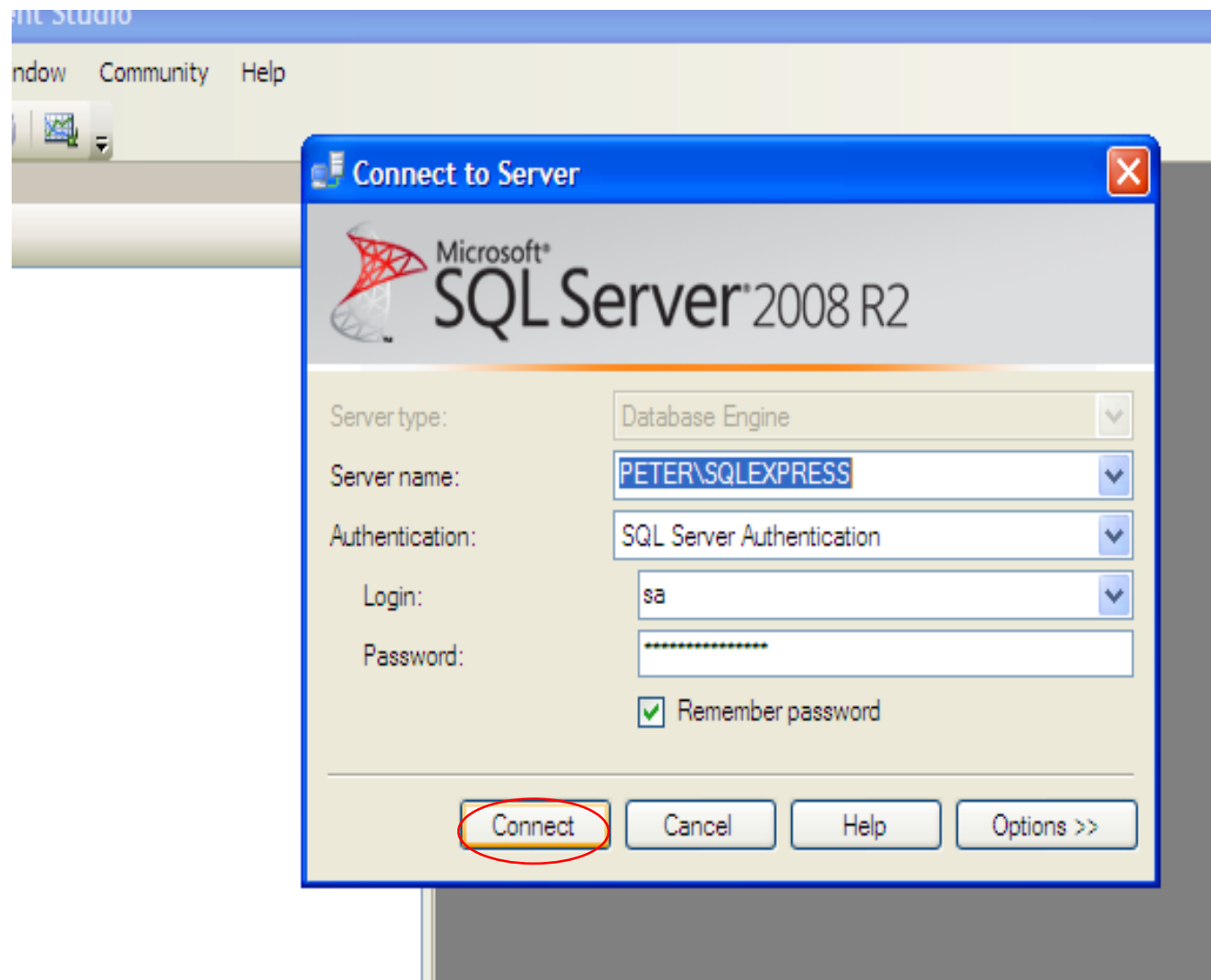
Last update:2014/10/30

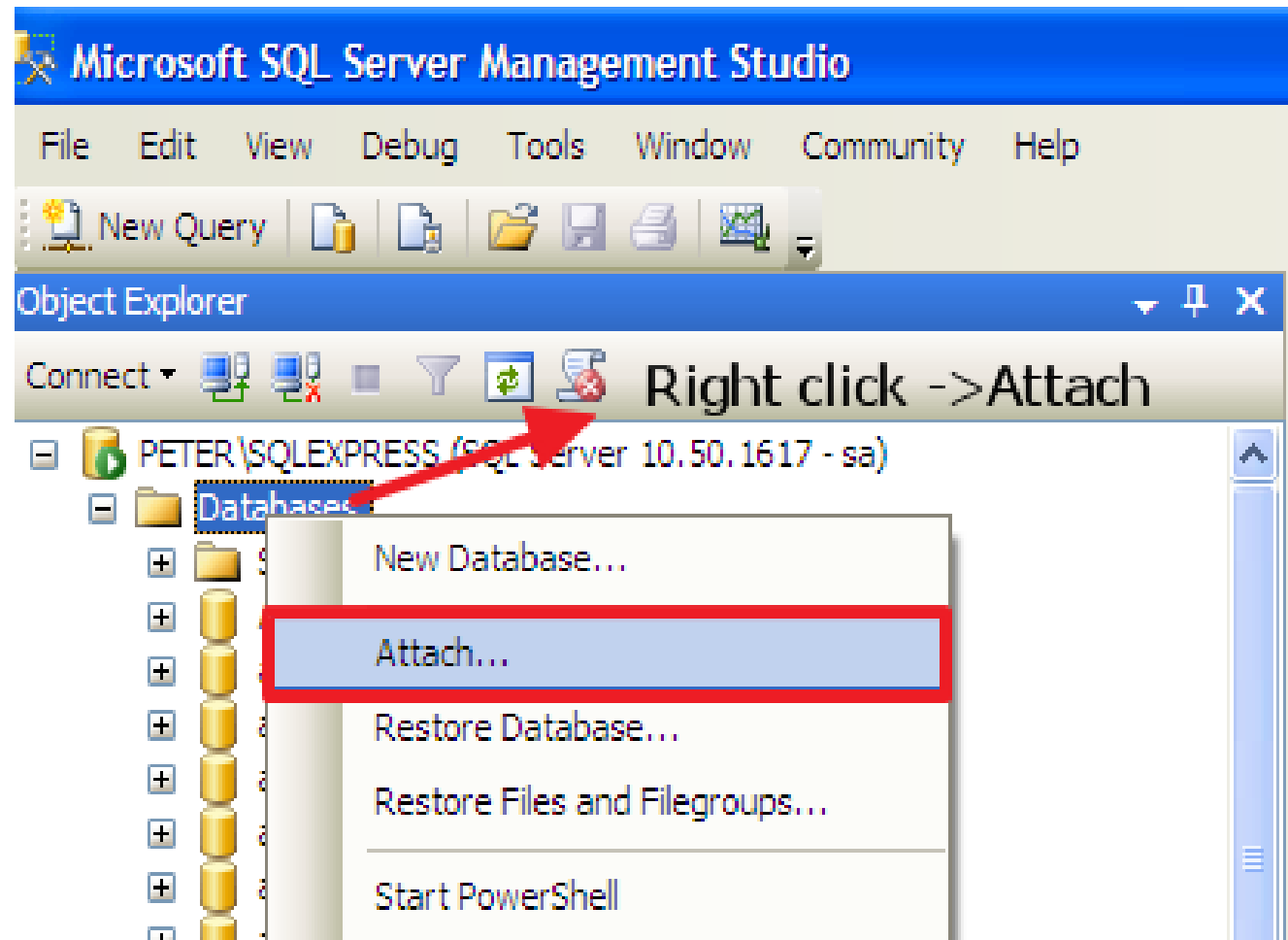
Step1.Double click “**setup.exe**” and follow the screen instructions to finish the installation.

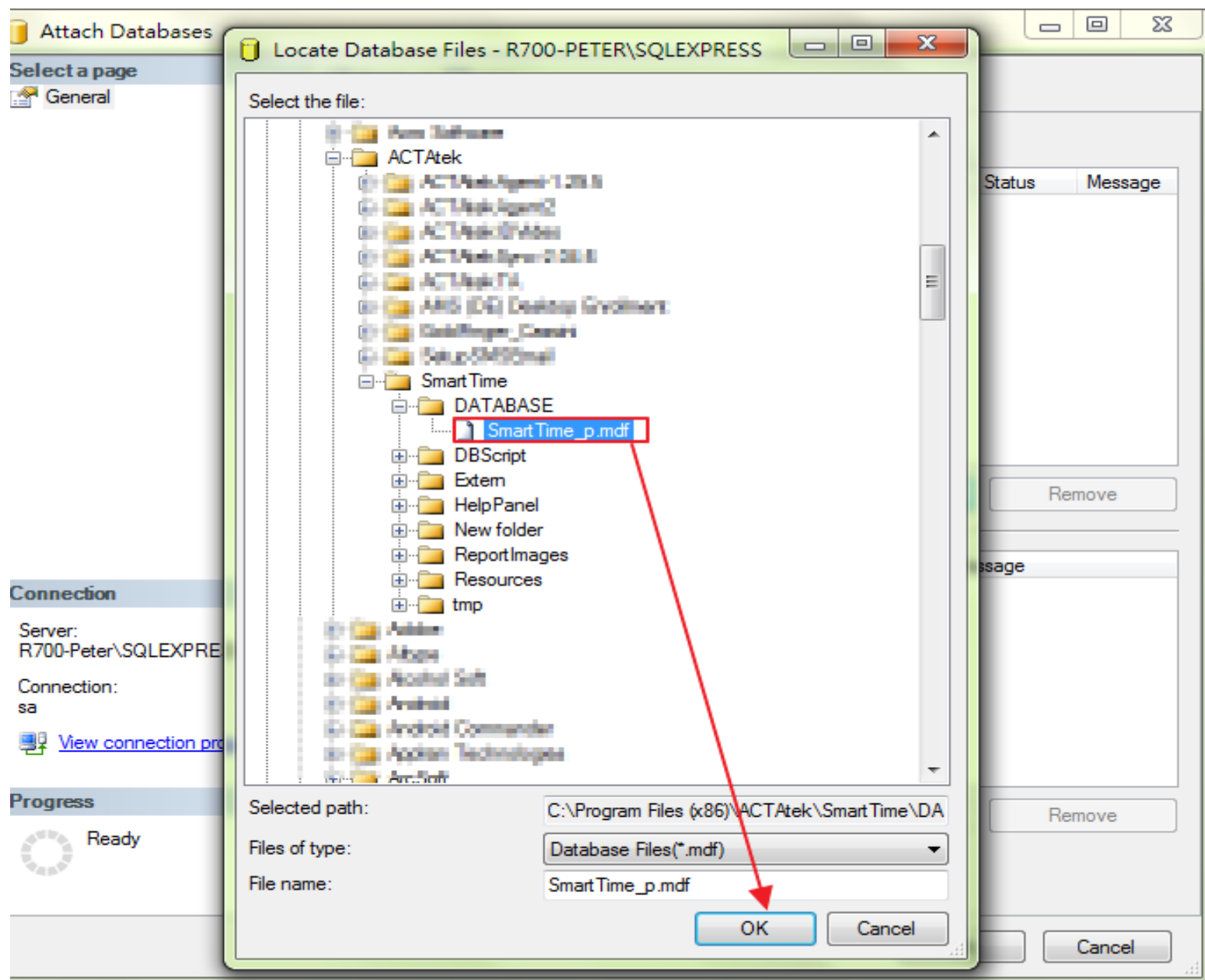




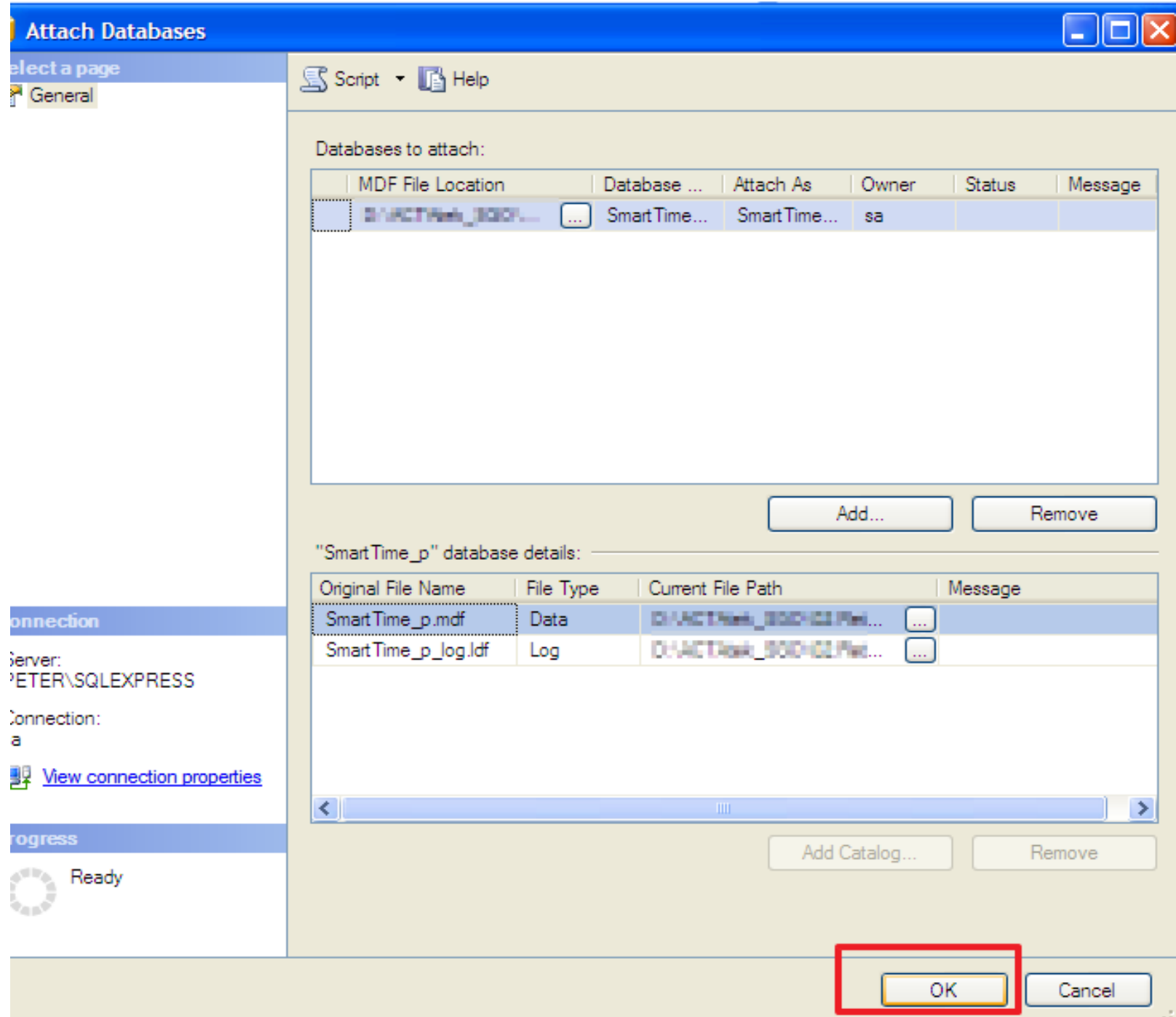
Step2.Run [MS SQL Server Management Studio] to attach and restore Smart Time database.See below.

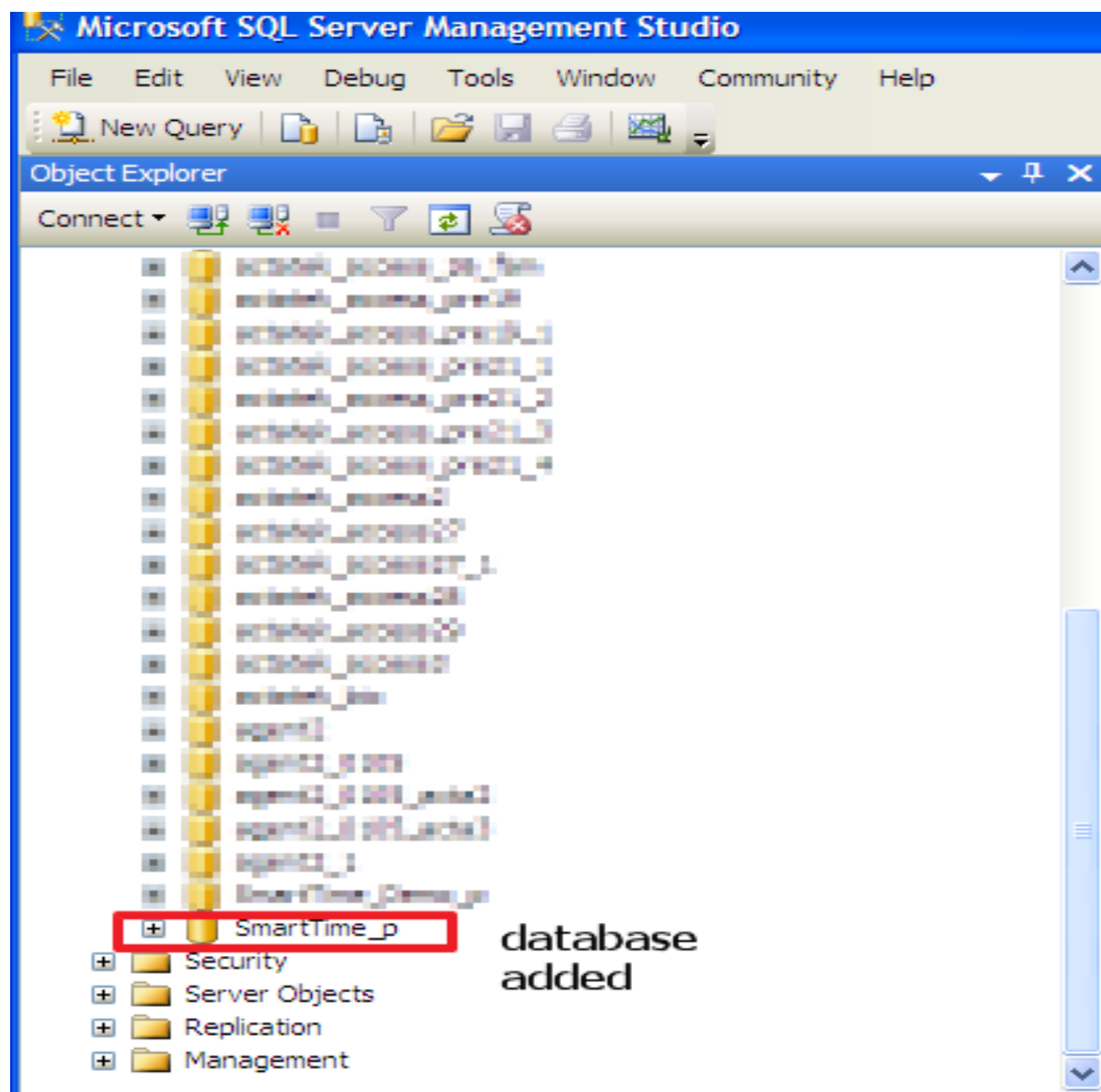






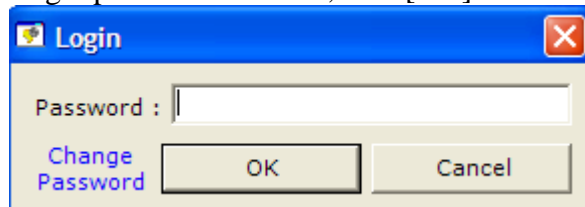
***The database file was located at 'C:\Program Files (x86)\ACTatek\SmartTime\DATABASE '



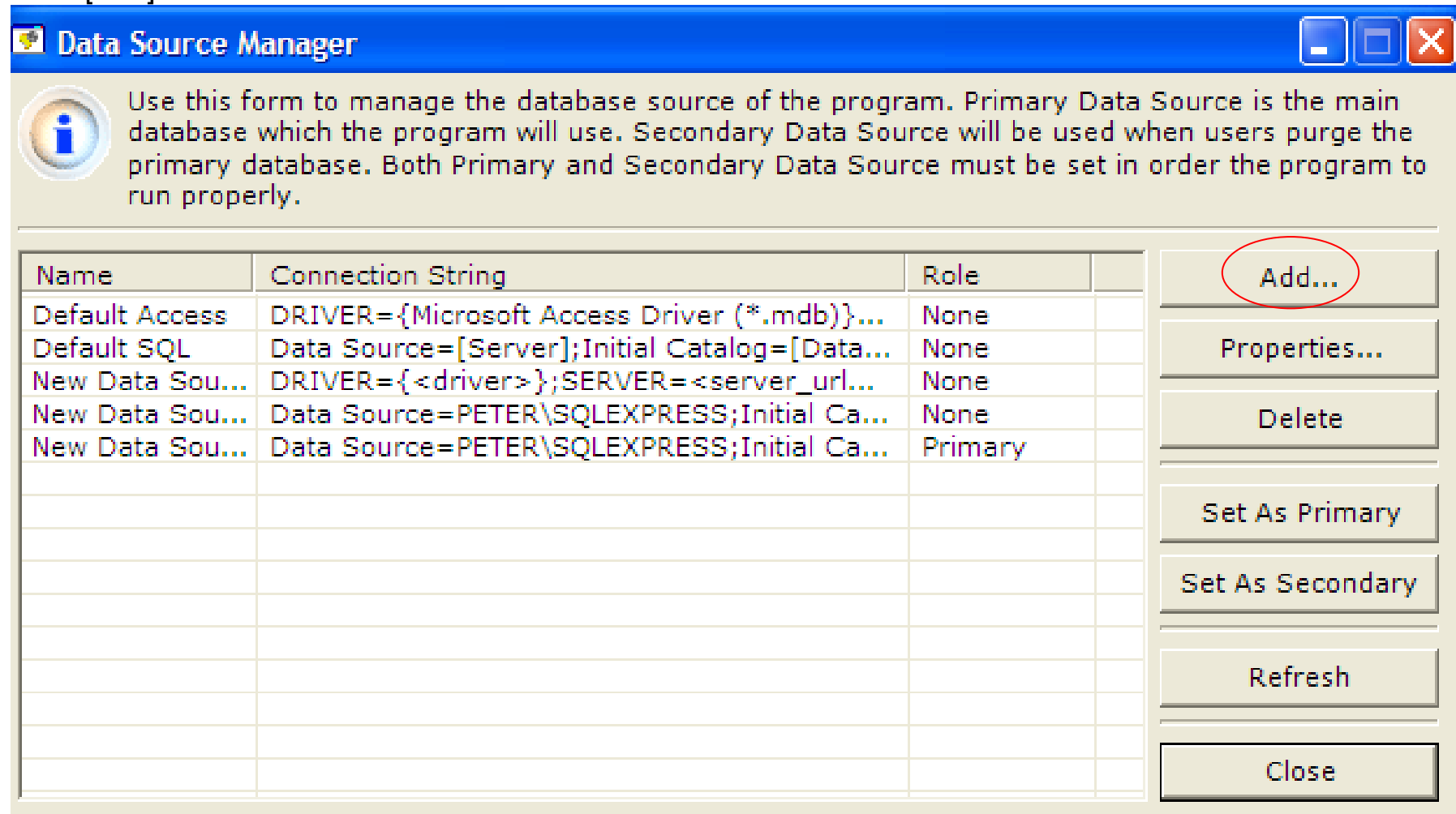


Step3. Go to 'C:\Program Files (x86)\ACTatek\SmartTime\' and double click 'DataSourceManager' to run it.

Login password: **admin** ,click [OK]



Click [Add]



The Data Source Manager dialog box is shown with a blue title bar and standard window controls. It contains an information icon and a text block explaining the purpose of the form. Below this is a table with four columns: Name, Connection String, Role, and an empty column. The table lists several data sources, including 'Default Access', 'Default SQL', and three 'New Data Source' entries. To the right of the table is a vertical stack of buttons: 'Add...' (circled in red), 'Properties...', 'Delete', 'Set As Primary', 'Set As Secondary', 'Refresh', and 'Close'.

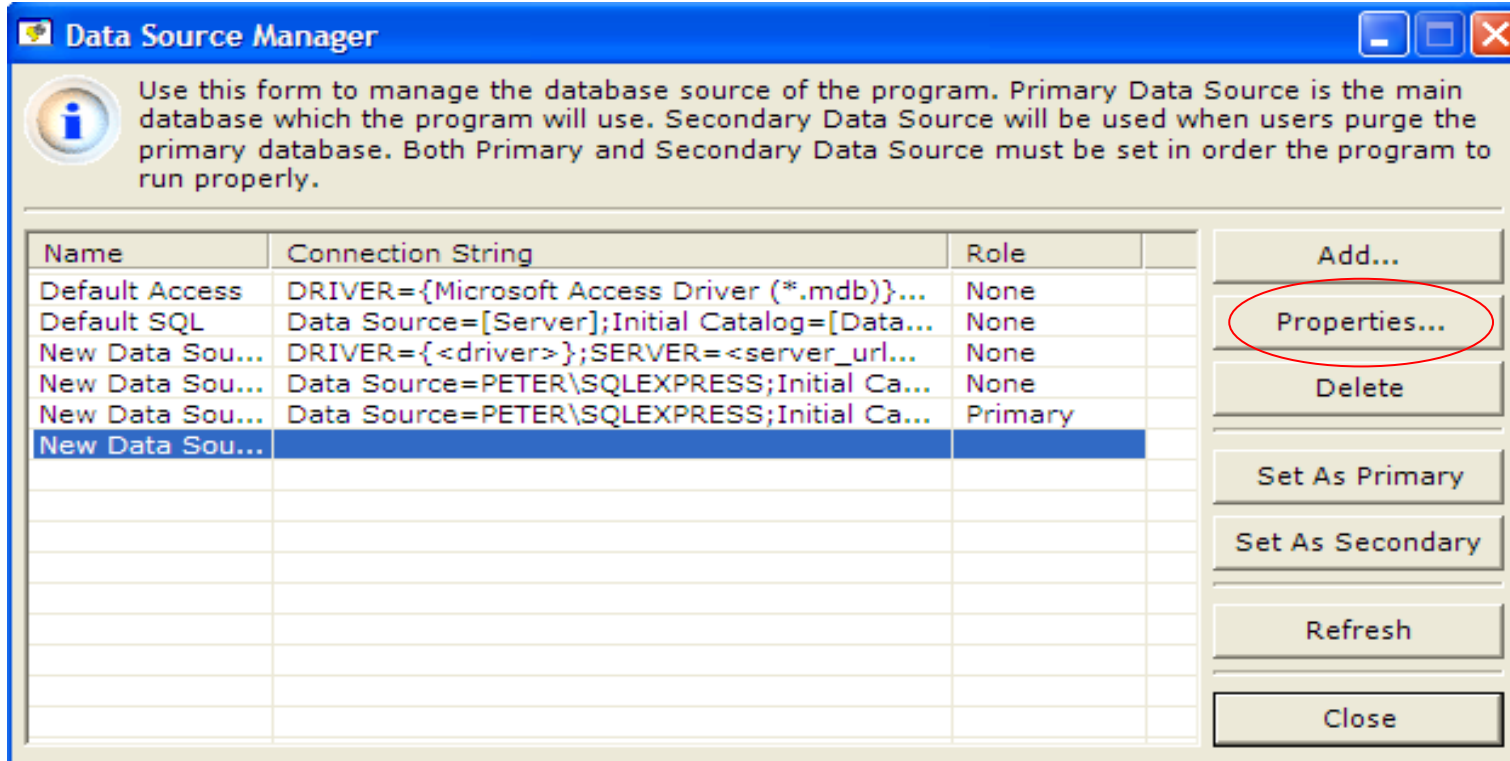
Data Source Manager

Use this form to manage the database source of the program. Primary Data Source is the main database which the program will use. Secondary Data Source will be used when users purge the primary database. Both Primary and Secondary Data Source must be set in order the program to run properly.

Name	Connection String	Role	
Default Access	DRIVER={Microsoft Access Driver (*.mdb)}...	None	
Default SQL	Data Source=[Server];Initial Catalog=[Data...	None	
New Data Sou...	DRIVER={<driver>};SERVER=<server_url...	None	
New Data Sou...	Data Source=PETER\SQLEXPRESS;Initial Ca...	None	
New Data Sou...	Data Source=PETER\SQLEXPRESS;Initial Ca...	Primary	

Buttons: Add..., Properties..., Delete, Set As Primary, Set As Secondary, Refresh, Close

Click [Properties]

The image shows the 'Data Source Manager' dialog box. It has a blue title bar with the text 'Data Source Manager' and standard window controls. Below the title bar is an information icon and a text box explaining the purpose of the form: 'Use this form to manage the database source of the program. Primary Data Source is the main database which the program will use. Secondary Data Source will be used when users purge the primary database. Both Primary and Secondary Data Source must be set in order the program to run properly.' Below this is a table with three columns: 'Name', 'Connection String', and 'Role'. The table contains five rows: 'Default Access' (Microsoft Access Driver), 'Default SQL' (Data Source=[Server];Initial Catalog=[Data...]), 'New Data Sou...' (DRIVER={<driver>;SERVER=<server_url...), 'New Data Sou...' (Data Source=PETER\SQLEXPRESS;Initial Ca...), and 'New Data Sou...' (Data Source=PETER\SQLEXPRESS;Initial Ca... Primary). The last row is selected. To the right of the table are buttons: 'Add...', 'Properties...' (circled in red), 'Delete', 'Set As Primary', 'Set As Secondary', 'Refresh', and 'Close'.

Step4. Please change the Connection String according to your setting, put the "Database Server Name", "Database Name" and "User Name& Password" who can access the Database, then click [Ok.]

Example of Connection String:

Data Source=**PETER\SQLEXPRESS**;Initial Catalog= **SmartTime_p**;User ID=**sa**;Password=**1234**;

The image shows two overlapping Windows dialog boxes. The top one is 'Data Source Manager' and the bottom one is 'Data Source Properties'.

Data Source Manager

Use this form to manage the database source of the program. Primary Data Source is the main database which the program will use. Secondary Data Source will be used when users purge the primary database. Both Primary and Secondary Data Source must be set in order the program to run properly.

Name	Connection String	Role
Default Access	DRIVER={Microsoft Access Driver (*.mdb)}...	None
Default SQL	Data Source=[Server];Initial Catalog=[Data...	None
Diethelm	Data Source=SLIP;Initial Catalog=Makro;Us...	None
Hilton	Data Source=ACCOUNT\MSSQLDE2000;Initi...	None
secondary	Data Source=TMS\SQLEXPRESS;Initial Catal...	Secondary
SmartTimeDB	Data Source=TMS\SQLEXPRESS;Initial Catal...	Primary
tmm_pjht_sm_p	Data Source=WIN-DOJFV39632M\SQLEXPRESS...	None

Buttons: Add..., Properties..., Delete, Set As Primary

Data Source Properties

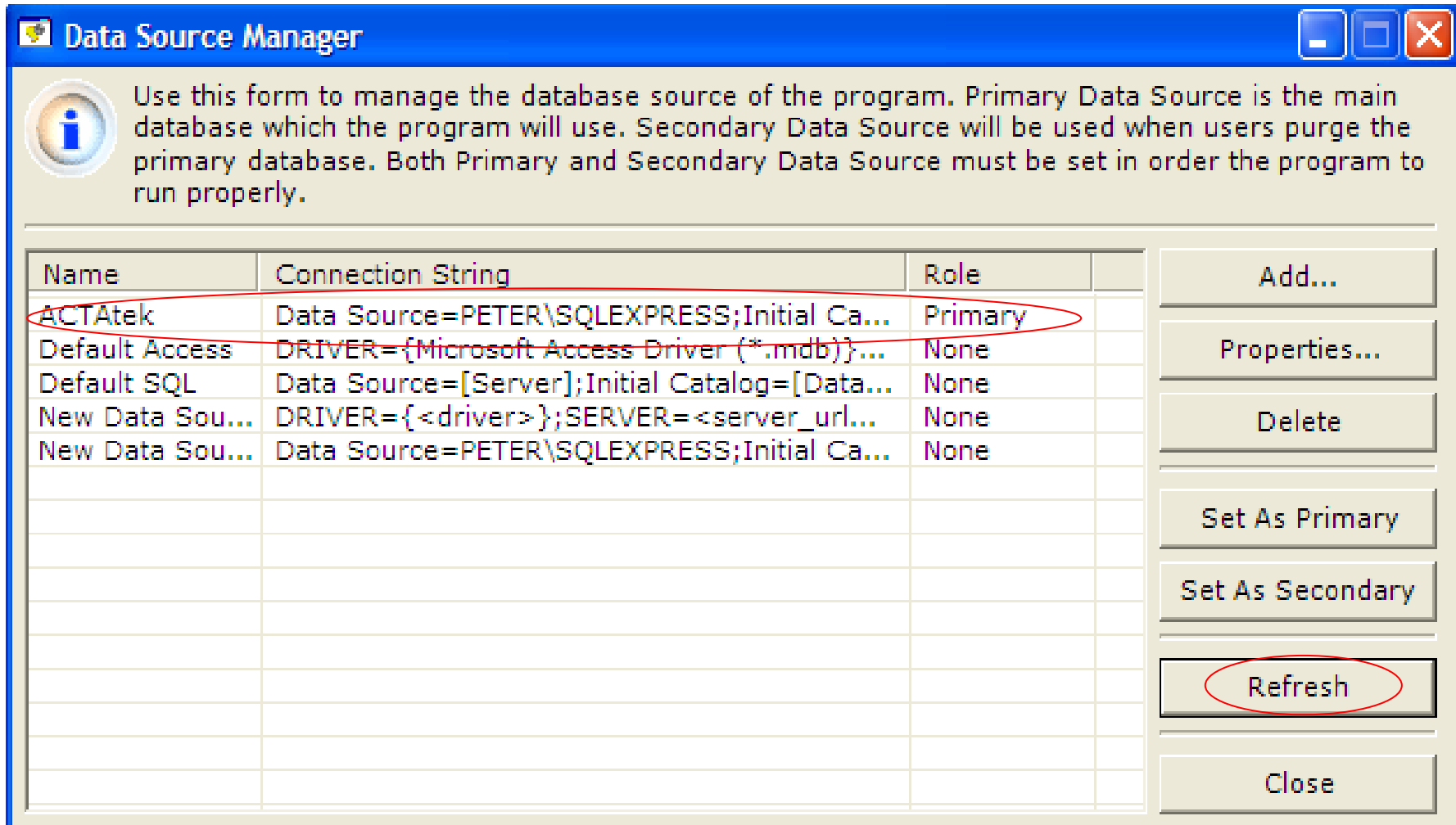
Name : SmartTimeDB Type : Microsoft SQL Server

Connection String :

Data Source=PETER\SQLEXPRESS;Initial Catalog=SmartTime_p;User ID=sa;Password=1234;

Buttons: Test, OK, Cancel

Click [Refresh].



The Data Source Manager dialog box is shown with a blue title bar and standard Windows window controls. It contains an information icon and a text box explaining the purpose of the form. Below this is a table with three columns: Name, Connection String, and Role. The first row, 'ACTatek', is circled in red. To the right of the table are several buttons: Add..., Properties..., Delete, Set As Primary, Set As Secondary, Refresh (circled in red), and Close.

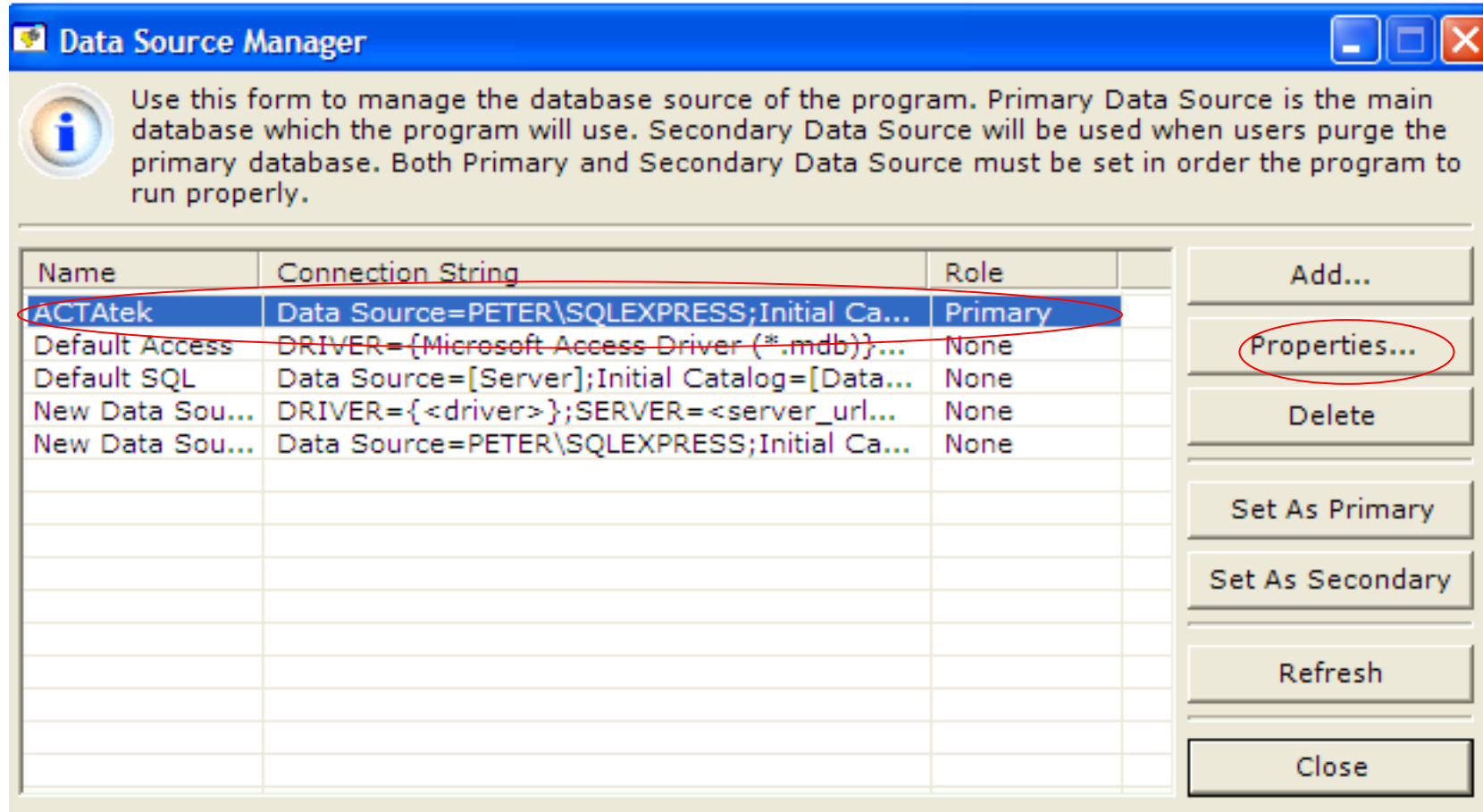
Data Source Manager

Use this form to manage the database source of the program. Primary Data Source is the main database which the program will use. Secondary Data Source will be used when users purge the primary database. Both Primary and Secondary Data Source must be set in order the program to run properly.

Name	Connection String	Role
ACTatek	Data Source=PETER\SQLEXPRESS;Initial Ca...	Primary
Default Access	DRIVER={Microsoft Access Driver (*.mdb)}...	None
Default SQL	Data Source=[Server];Initial Catalog=[Data...	None
New Data Sou...	DRIVER={<driver>};SERVER=<server_url...	None
New Data Sou...	Data Source=PETER\SQLEXPRESS;Initial Ca...	None

Buttons: Add..., Properties..., Delete, Set As Primary, Set As Secondary, Refresh, Close

Test database connection.(see below.)



The Data Source Manager dialog box is shown with a blue title bar and standard window controls. It contains an information icon and a descriptive paragraph about primary and secondary data sources. Below this is a table with three columns: Name, Connection String, and Role. The first row, 'ACTatek', is selected and highlighted in blue. A red oval is drawn around the first three rows of the table. To the right of the table are buttons for 'Add...', 'Properties...' (circled in red), 'Delete', 'Set As Primary', 'Set As Secondary', 'Refresh', and 'Close'.

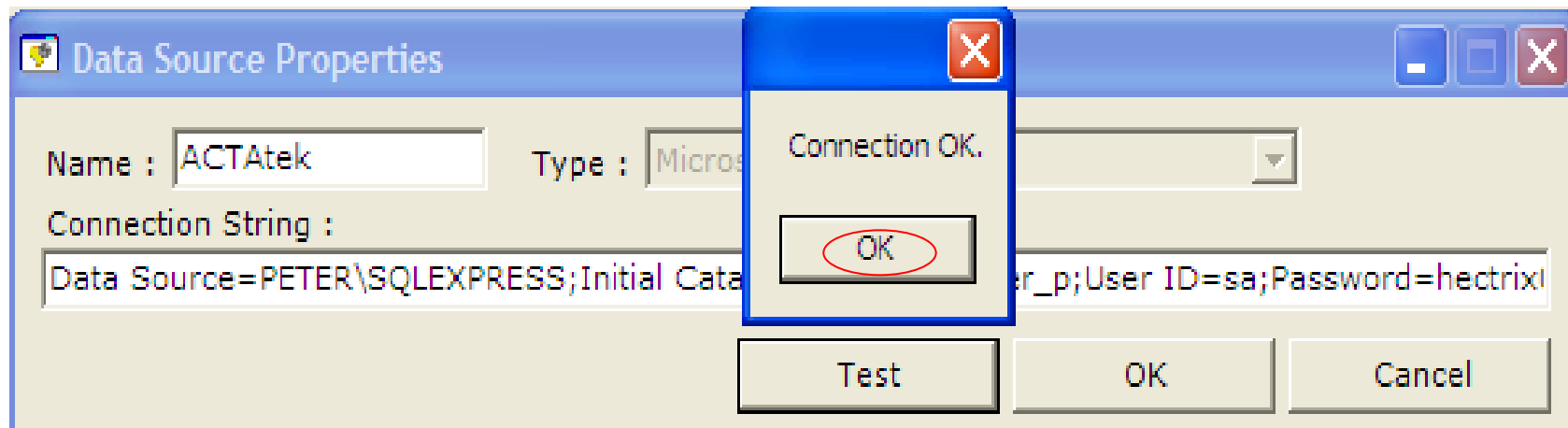
Data Source Manager

Use this form to manage the database source of the program. Primary Data Source is the main database which the program will use. Secondary Data Source will be used when users purge the primary database. Both Primary and Secondary Data Source must be set in order the program to run properly.

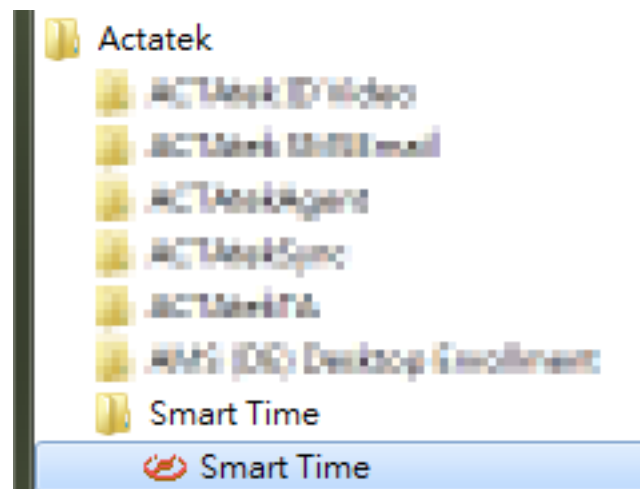
Name	Connection String	Role
ACTatek	Data Source=PETER\SQLEXPRESS;Initial Ca...	Primary
Default Access	DRIVER={Microsoft Access Driver (*.mdb)}...	None
Default SQL	Data Source=[Server];Initial Catalog=[Data...	None
New Data Sou...	DRIVER={<driver>};SERVER=<server_url...	None
New Data Sou...	Data Source=PETER\SQLEXPRESS;Initial Ca...	None

Buttons: Add..., Properties..., Delete, Set As Primary, Set As Secondary, Refresh, Close

Click [Test]. If the connection string is set up correctly, you will see the message saying "Connection OK." Click [OK] to exit.



Step3.Run [Smart Time].



Loign into the system. (User Name: **admin** ; Password: **admin**)



The image shows the login screen for the ACTatek Smart Time system. On the left, there is a photograph of a white handheld device with a screen and a keypad. To its right, the text "ACTatek™ Smart Time" is displayed in a large, purple, serif font. Below this, there are two input fields: "User Name :" and "Password :". The "User Name" field contains the text "admin", which is circled in red. The "Password" field contains ten small black squares, indicating a masked password. To the right of the input fields is a decorative graphic consisting of a grid of colored dots in shades of purple, teal, yellow, and light blue. Below the input fields are two buttons: "Login" and "Cancel". At the bottom of the screen, there is a horizontal strip of five small images: a smiling woman, a group of people, a clock, a balance scale, and a person working at a desk.

ACTatek™
Smart Time

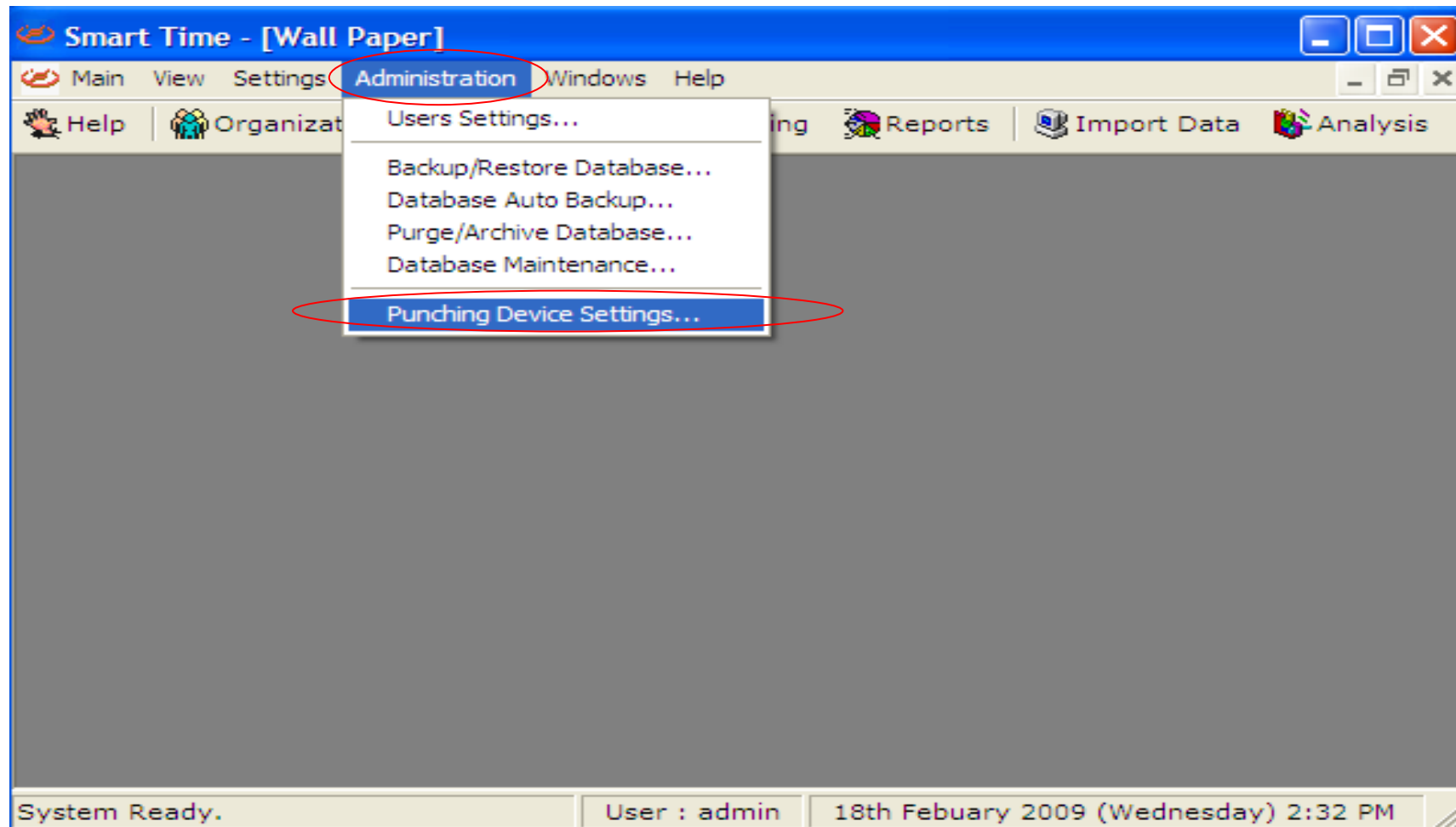
User Name : admin

Password : [masked]

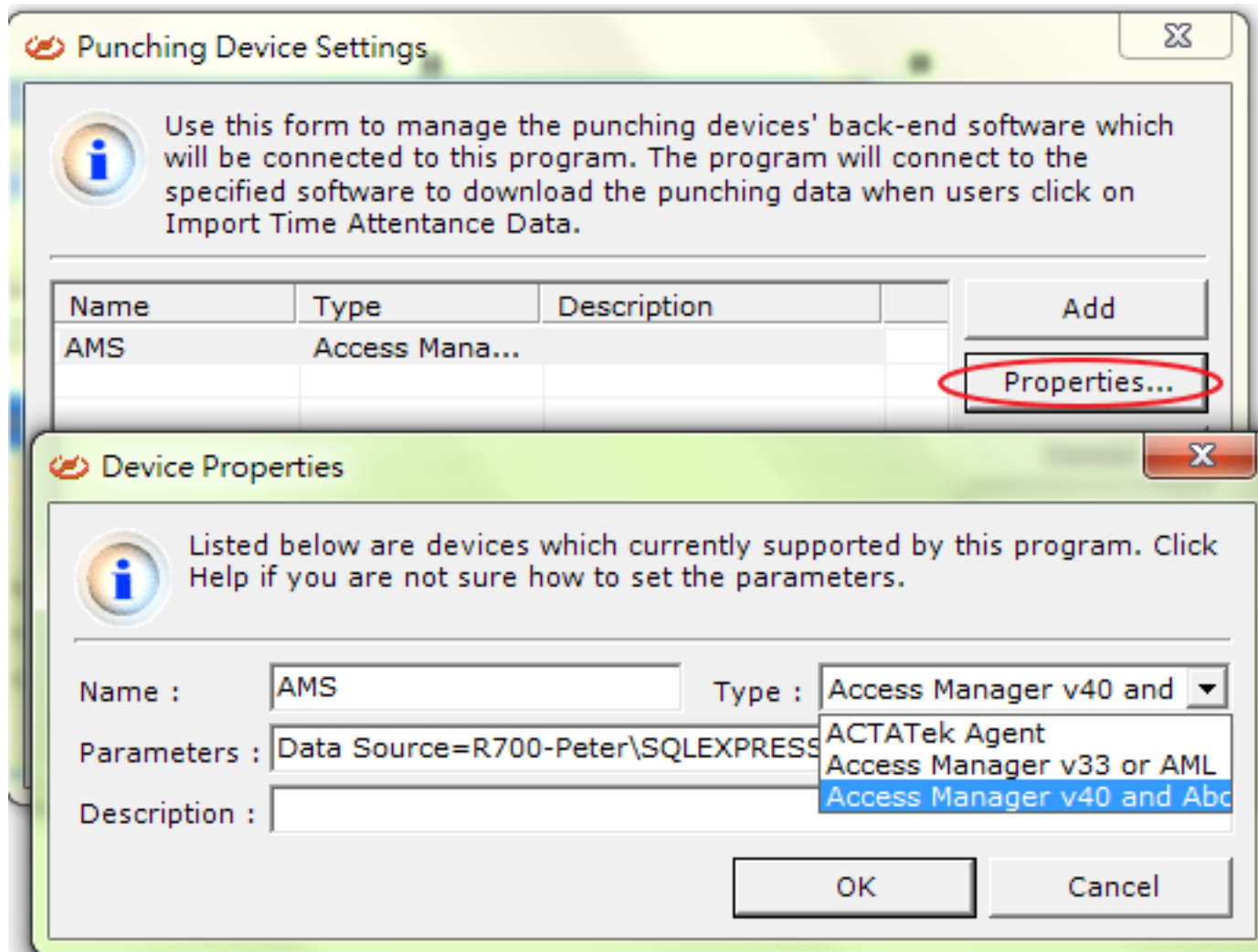
Login Cancel

Step4. ACTAtek Device Database Source settings string to be able to import the Event Logs from ACTAtek Agent or Access Manager into Smart Time and then do the data analysis.

A.Go to [Administrator]->[Punching Device Settings]



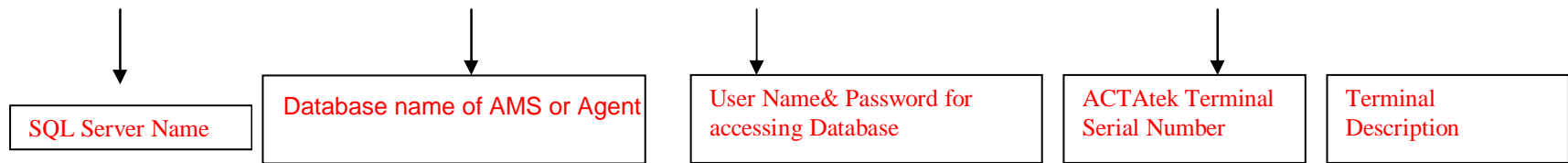
B.Click [Properties]



C. Please change the Parameters according to your setting. (See below example.)

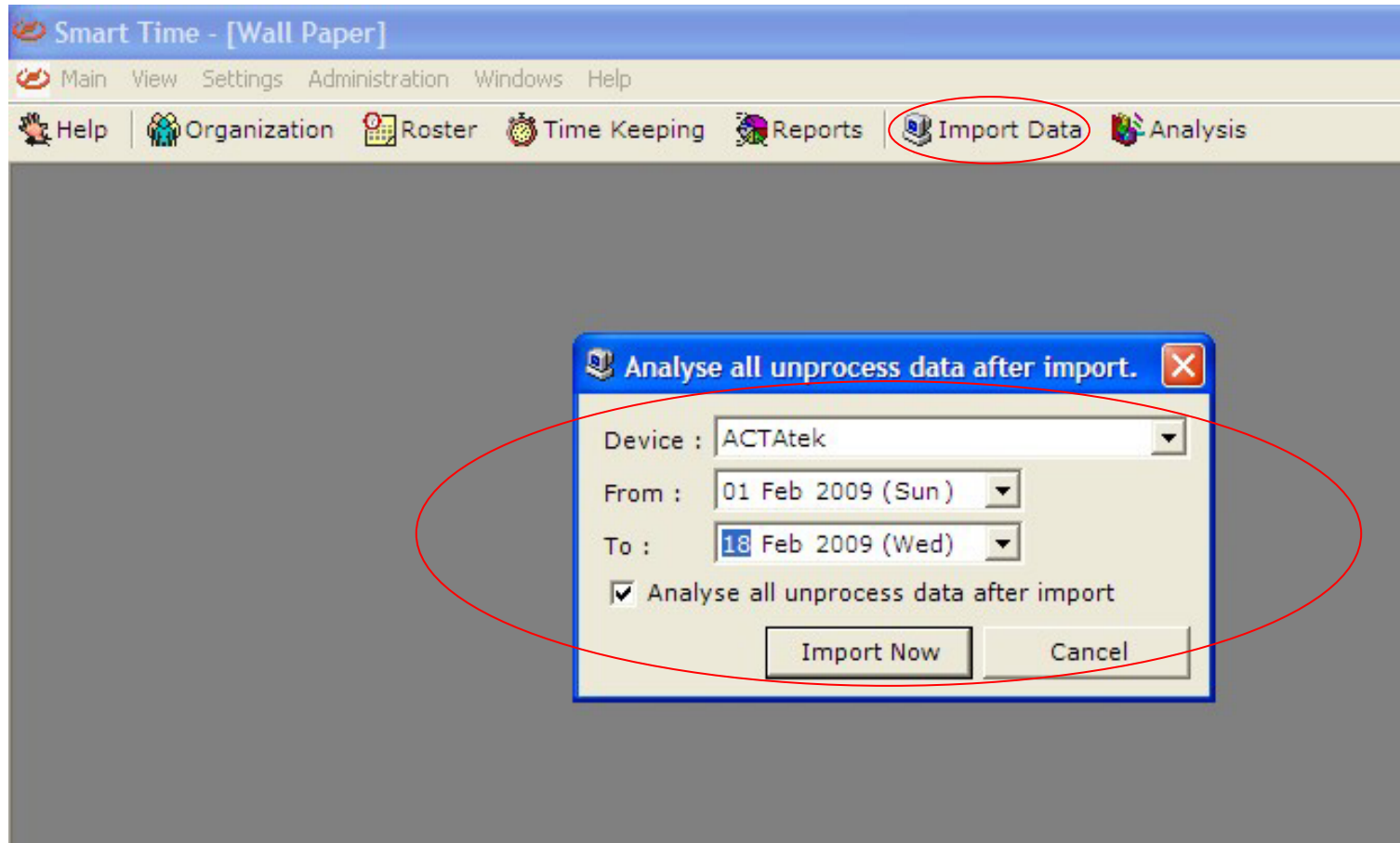
Example .

Data Source=PETER\SQLEXPRESS;Initial Catalog=ACTAtek;User ID=sa;Password=hectrix02;*1*IN*OUT*F1*F2*1*00111DA05AC1|Main Entrance|*



D. Once the Parameters are set correctly, click [Ok].

E. If all the setting of ACTatek Device Parameters in the previous step are all correct, you may be able to IMORT the data into Smart Time and start to analyze the data.(See below.)



Smart Time - [Time Keeping Explorer]

Main View Settings Administration Windows Help

Help Organization Roster Time Keeping Reports Import Data Analysis

Divisions Folders Search

Demo Company
RRC
Office

Legend :

Off Day Rest Day Holiday Leaves
Rostered Shift Actual Time Recall

From : 01 Jan 2009 To : 17 Feb 2009 Search

Over View Details View Gantt Chart Raw Punching Log

Emp.ID	Employee Name	Punch Time	Punch Type	Location	Analysed
168	Peter	13 Feb 2009 (Fri) 1854	Out	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 1854	In	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 1638	In	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 1637	In	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 1637	Out	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 0921	In	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 0921	Out	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 0917	In	Main Entrance	Yes
168	Peter	13 Feb 2009 (Fri) 0917	Out	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1732	Out	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1731	In	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1729	Out	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1713	Out	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1713	In	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1712	Out	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1712	In	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1702	Out	Main Entrance	Yes
168	Peter	12 Feb 2009 (Thu) 1702	In	Main Entrance	Yes

Date	Hours...	Hours...	Hours...	Hours...	Hours...	Regular Hour...	OT Hours Work	Recall...
1 Jan 2009 (Thu)								
2 Jan 2009 (Fri)								
3 Jan 2009 (Sat)								
4 Jan 2009 (Sun)								

F.After you successfully import the data, please be sure to set up all the settings under the Setting Menu to make the software full functional to analyze the data such as employee ID of Smart Time is required to match the User ID of ACTatek devices so that the data will be able to match and do the analysis.

Smart Time - [Wall Paper]

Main View Settings Administration Windows Help

Help Organization Roster Time Keeping Reports Import Data Analysis

Company Information...

- Awards Rules...
- Holidays...
- Allowances...
- Shifts...
- Shift Patterns...
- Leave Patterns...
- Leave Reasons...
- Preferences...